

MARICOPA COUNTY EMPLOYMENT OPPORTUNITY

OPEN COMPETITIVE

DISCHARGE PLANNER

Position available with Correctional Health

Work Location: 111 W Monroe, Ste 900, Phoenix, AZ 85003

Conditions of Employment

This position is Unclassified under Merit System Rules.

Recruitment Dates

Monday, August 30, 2004 – Open Until Filled

Salary

\$28.08 Per hour

Qualification Guidelines

Associate's Degree in Nursing from an academically accredited School of Nursing with five years of broad clinical experience, predominately in medical/surgical nursing or five years of AHCCCS eligibility determination experience, with some community outreach experience. A Bachelor's or Master's Degree in Nursing preferred. The successful candidate must have knowledge of criteria application for review of hospital admissions and continued stays. Must have the ability to organize and present pertinent clinical information with effective verbal and written skills. The successful candidate must also have good judgment, timely case review and reporting, clinical outcome monitoring, knowledge of team processes, excellent customer satisfaction, flexibility in job duties, and effective oral and written communication. **NOTE:** Must be able to obtain security clearance from Maricopa County Sheriff's Office.

Essential Job Tasks

Within 24 hours of a patient's admission, reviews admission using the CHS approved criteria to determine appropriateness of the admission. Assess clinical information to develop treatment goals, discharge plans, and monitor appropriate use of resources. Conduct concurrent admission, continued stay and discharge onsite or telephonic review using CHS criteria to determine the need for continued stay of all admissions. Collaborates and communicates with all members of the multidisciplinary team to facilitate the case management process to assess patient/family needs during the hospitalization, coordinate the timely facilitation of health care services and formulation of a discharge plan. Identifies and communicates barriers of discharge and transfers to the team with the aim of resolving those issues. Identifies cases not meeting criteria or needing an alternate level of care. Proactively anticipates potential denials and interviews to prevent the denial if possible. Identifies high risk patients with complex medical and/or psychological needs. Refers all cases not meeting criteria to the Medical Director for review of admission and continued length of stay. Identifies and refers individuals that would benefit from disease/case management services. Documents and identifies discharge planning needs upon admission to jails and utilizes appropriate community resources. Educates physicians and healthcare teams regarding alternative care options and utilization of management concepts. Serves as a resource to other team members for coverage benefits and resources. Inputs data into CHS system, such as clinical reviews, aberrant days, authorizations, certifications, etc. Performs additional responsibilities as deemed necessary by management, such as participation on departmental committees, utilization for specialty appointment, telemedicine, etc.

Selection Procedure

The hiring authority will select the successful candidate based on departmental needs.

Filing Process

Send completed applications directly to Correctional Health Services ONLY.

For further information and to obtain application materials, please contact:

Correctional Health Services (602) 506-0897

111 W. Monroe St., Phoenix, AZ 85003

Fax: (602) 506-2577

Online: www.maricopa.gov

Equal Employment Opportunity

IT IS THE POLICY OF MARICOPA COUNTY NOT TO DISCRIMINATE IN EMPLOYMENT OR THE PROVISION OF SERVICES. MARICOPA COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER.

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